TS-EAS - EAC-CPF team

Place: Virtual meeting, Zoom

Date: Thursday, 13 January 2022, 7am Boston/1pm Berlin/11pm Melbourne

Attendees: Silke, Karin, Kerstin, Marie, Mark, Ailie, Anna-Maria

Notes

Note taker: Marie

1) EAC-CPF schema deliverables (Mark)

    Mark aims to get initial pass done by end of the 1/17 week.

    End of January would be too soon to finalize but end of February works.

2) Best Practice Guide & Tag Library (Ailie)

    Ailie sent to Cory / outreach team for feedback by end of week of 1/17

    <mandate>: Description and Usage - only for corporate bodies?

    > There may be use cases for non-corporate entities. ACTION: Ailie will change text to not specify type of entity.

    <occupation>: Description and Usage - only for persons?

    > Text is currently written to apply to any entity—no change.

    @publicationStatus: description for values approved, inProcess, published

    > Add description for values, clarify what is meant by approved

    > Where do these value terms come from?
    > Mark notes that, "in EAC Beta there was a "status" attribute on the eacheader element. it was required, and the restricted values were: draft, edited, delete. No 'approved' there, but I assume that 'approved' means published+approved/reviewed/edited. And I assume that maintenanceStatus took over the role of "delete."

    > ACTION: Kerstin will look at MARC21.

    attribute section / "Description & Usage"

    > Expand attribute section to include description and usage as well as summary as with elements. Attributes also lack examples.

    > Include availability statement (optional or required) as a subheading. ACTION: Ailie will create issue in tag library for Alex.

    PDF bugs

    > outrunning example lines, e.g. @maintenanceEventType, long attribute name @conventionDeclarationReference, e.g. <writingSystem>

    > Non-latin character display has been fixed by Alex.

    > When URLs are in examples, they're running over the page unless you can force a break. Alex and Karin are looking into this.

Missing examples

Ailie sent list, especially need examples for new demographic description.
ACTION: Kerstin will work on example for demographics.

Silke added "example needed" tag to all [attributes in GitHub for missing or outdated](#);
ACTION: Ailie will check this against updated tag library, and we'll need examples for those.
ACTION: All to contribute remaining examples.

3) EAC-CPF revision submissions (Silke)

EAC-CPF Submission Documentation (draft): proposals for chapter *Maintenance and Review plan*

What to add to revision process chapter? Use [Minor revision process](#)? Following SAA standards for major revision (point to their website).

Lara will make sure links to GitHub issues are sufficient rather than pdfs of emails / issues etc.

Discussion: How to account for / indicate community feedback after the initial call period that ended in 2017? Mark proposed API call on comments that excludes our usernames, or we could just give links to ones where there have been discussion (as Silke has done). How to handle email feedback? In GitHub, add new project (*EAC-CPF 2010 revised 2018*) and assign all issues to this project, rather than labels?

When Mark and Ailie finish with the documents, we close the issues in GitHub. If Standards Committee has comments, those are new issues.

ACTION: Silke will send draft text to whole team for feedback and then to outreach team for review.
ACTION: All to review. Note: Check your name and institution affiliation in the team list.

4) Any other business (all)

[Chinese version of previous version published](#). ACTION: Silke will email outreach team for distribution/announcement. (***Done***)

We will need to plan a webinar after approval to introduce revision to the community.

ACTION: Karin will send email to Kathy Wisser to see if they want anything from us re: new EAC-CPF revision for her EAD3/EAC-CPF course in February. (***Done***)

5) Next meeting
Thursday, 3 February 2022